

Park Access Information Sheet

A park access permit must be obtained from Council's Parks and Natural Environment Department before any vehicle enters a park or reserve to access the rear of a property for minor works

Permits are evaluated on:

- The type of access required
- Number of people
- Type and number of vehicles
- Site & weather conditions
- Potential to cause damage to the park or assets

Potential Permit Costs:

- \$50 deposit for a key (refundable on turn of key)
- \$1000 (Minimum) Bond (refund based on condition report)
- Inspection fees cost /condition report (not refundable)
- Usage fee (should rubbish be generated by function or event)

Extra Considerations:

- You will be notified if approved or declined.
- Money must be paid and cleared prior to start date & time.
- Contact Parks and Natural Environment Department and inform when proposed job is to start and after completion.
- Traffic control for pedestrians or for transporting equipment into park.
- Please supply a mud map with proposed entry & exit points. Please be aware this could be a busy area at school time.
- Taped off work area and protection zone for playgrounds.
- No storage of materials on site.
- Site clean-up and damage repair to be done when job is completed. If not to our satisfaction bond will be withheld and any rectification works will be done by external contractor.

Collecting a key:

If you require a key, then please make an APPOINTMENT to collect the key from Whitehorse Operations Centre located at 1 Ailsa Street, Box Hill South.

Bond refund:

Before and After photos need to be obtained and a site inspection from a Council Officer before refund is processed.